iLexExchange KYC Standard

Corporate Account

Required KYB/KYC documents for corporate application	
KYC List	Requirements for copy
1.The certificate of incorporation	clear image and full information
2.Memorandum and Articles of Association	clear image and full information containing residence certificate
3.Register of Directors	clear image and full information including all the directors
4.Register of Shareholder	clear image and full information including all the shareholders
5.Personal identification Proof of directors	*Please refer to iLexExchange KYC Standard for Personal Account
6.Address Proof of directors	
7.Personal identification Proof of shareholders who hold more than 25% shares	
8.Address Proofof shareholders who hold more than 25% shares	
9.Certificate of Incumbency	clear image and full information 6 months within issuance date

Notes
● Personal identification proof and address proof should be uploaded in two different documents. For example, if driver license is used as personal identity proof, it cannot be used as address proof.

● The copy of personal identification proof should be clear enough to recognize your name, photograph, date of birth, identification number, religion and expiry date.

● The file's four edges need to be clearly visible.

● All KYC documents should be clearly with a high resolution.
    ➢ Scan copy: at least 300dpi resolution
    ➢ Photo: at least 1024pixel resolution

● All KYC documents should be copied in color

● If personal identification proof have information written on the back side, customer should provide both sides of the personal identification proof. In this case, we may ask customer to provide the front cover of your passport.

- All KYC documents should be uploaded in full size without editing and cropping.

- Only accept KYC documents in Chinese, English or Japanese. The documents in all other languages should be translated and sealed by a professional translation institute.

- Please be ware depends on the applicant's country and submitted documents, additional documents may be required.